

Wooster Campus Staff Council Meeting Minutes

November 8, 2017

Present: Jean Haught, Martha Bollinger, Beth Rigsby, Bryan Dodrill, Whitney Briggs, Maria Hernandez, Mike Franks, Kimberly Sayers, Robin Frazier, Travis Morris, & Jen Schrock

Absent: Kayla Arnold, Penny Nemitz, Cassie Sewell, Cathy Herms, Brandon Lawwill, & Carolyn Heydon

Meeting was called to order at 9:05am by Martha Bollinger

Treasurer's Report: Having difficulties locating the master excel spreadsheet in buckeye box to generate the report. Will deliver report next month to be approved.

Secretary Minutes: Motion to approve by Jean Haught, seconded by Whitney Briggs, motion carried.

Committee Reports:

Administrative:

- The Director's Office will be sending out appointment letters to the new/returning WCSC members: Mike Franks, Roberta Franks, Kayla Arnold, Mike Jeffers.
- Officer nominations officially opened today and will remain open through November 15, and will be voted on in the December meeting.
- Current nominations are:
 - Chair- Penny Nemitz
 - Co-Chair-Kayla Arnold
 - Treasurer-Jean Haught
 - Secretary- Jen Schrock
- Several WCSC members attended the CFAES Staff Advisory Council Retreat on November 3. The new SAC members were introduced along with next year's officers. There were several team building activities followed by time to walk around the Columbus Zoo.
- WCSC members also attended the USAC Staff Advisory Regional Meeting. The different regional campuses discussed their programs, number of employees represented, and different activities held throughout the year.

Communications:

- Event Recap was sent out on November 2.
- Spotlight on Staff for September & October was sent out on November 8.

Development:

- Martha is working on the order form and signage for apparel orders.
- WCSC Gives Back-7 people signed up for the second Sequest Arboretum Clean-up day.
- Salvation Army Bell Ringing- Jean is going to call about volunteering for a week day.

ATI, HR, South Centers & USDA:

- ATI-President Drake will be visiting ATI on November 9, 2017.
- HR-United Way Drive is going on through November 17, 2017.

- South Centers- Field work is finishing up.

New Business

- Annual Meeting- Looking into dates in January. Looking for ideas for speakers.
- Bylaws Review/updates- Martha is planning on submitting changes to Rhonda & Dr. Benfield on the definition of staff and making an ad hoc position for South Centers.
- There was also discussion on how the other branch locations should be represented on WCSC, but this matter was tabled for a later time.
- Martha also pointed out the term expiration dates are uneven with 3 terms expiring in 2018, 7 in 2019, and 3 in 2020. It is recommended that when an unexpired terms needs to be filled in 2019 either shortening or extending individuals terms to help balance the number of new members coming onto the board each year.

Motion to adjourn by Jean Haught, seconded by Jen Schrock, motion carried.

Next meeting is December 13, 2017 at 9am.